

July 10, 2008
Draft Meeting Minutes
Beaver Meadow Golf Advisory Committee

Members Present:

Chris Mulleavey
Matt Upton, Vice Chair
Betty Hoadley
Michael Dellolacono
Roger Jobin
David Croft
Jennifer Kretovic
Fran Hunt
Dick Holden
Bob Vachon
Mark Coen
Bernard “Sid” Chase
Ed Deshaies

Others Attending

Chris Jacques
Phil Bilodeau
Mike Palmeiri
Abby Sykas
Jim Howard
Chip Chesley

A call to Order

5 Minutes of Public Input

None

Mike Palmeiri and Abby Sykas give the group a brief presentation on the USI Championship of the Duramed FUTURES tour to be played at Beaver Meadow July 22 to July 27.

Jim Howard has been asked the Committee to address the Petition received to rename the patio and furnish a memorial plaque for the patio.

Briefly,

Jim explains how the City accepts Gifts and Donations

All monetary donations and gifts are subject City Council appropriation. If part of the budget they are appropriated by simple majority. Other times of the year they must be appropriated by a 2/3 majority.

The process starts with a recommendation from a department in the form of a report to council which is reviewed by the Senior City Staff.

The monies are run in and out of an expense account.

Small gifts and donations (less than \$10,000) are treated as dominicus gifts and put on the consent agenda for acceptance and appropriation. This is common and there are 4-5 items of this nature a month on the Consent agenda.

The City is not set up to handle multiple small donations to build a war chest for a specific purpose. Accounting for the donations is very time consuming.

There are other models for donations for a specific purpose such as the friends of White Park, Friends of the Dog Park. Groups such as these are generally trusts set up as 501 3c corporations.

The City strongly suggests that a group such as ours review the 501 3c's by-laws to assure the best interests of the City are taken care of.

The 501 3c must have sound accounting practices to protect the City's reputation.

Jim adds the City is currently looking for a mechanism to accept funds to help with ongoing budget challenges and cites the current exploration within Recreation to become more self sufficient.

The city has a process to accept and spend donations immediately.

The City does not want to account for dollars for a war chest.

Matt asks if a 501 3c can hire its own contractors

Jim responds yes and cites the Monkey Around Playground group's use of contractors and volunteers to complete their project.

Advisory would not be or run the 501 3c.

Roger doesn't feel a 501 3c is going to happen any time soon , what about accepting a \$400-\$500 plaque?

Jim says that could be treated as domincus gift.

The Committee thanks Jim for his time and information.

Betty opposes the naming petition. But, if the group insists on going forward the Committee should ask that the petitioners form a 501 3c corporation.

Mark reminds the Committee that there is a City Naming Committee and suggests we point the petitioners in that direction.

Matt cautions if the plaque is accepted by the City it becomes City property and subject to state laws regarding anti -discrimination issues ie; who gets their name on the plaque.

Chris offers to write a letter to Russ Matthews suggesting the formation of a 501 3c and or approaching the City Naming Committee and asks if the group feels that is appropriate.

Without action, there is consensus approving the letter.

Roger wonders about the petitioning group's staying power and questions whether people will remember who the people are on the plaque.

Old Business

Chris asks if there is any progress on the Policy and Procedure Manual

Sid says his edits have been passed to senior staff at General Services and he is awaiting a response.

Chris ask for a progress report on the Mission Statement

Jennifer says the Mission Statement is not ready, but there has been a lot of input from members of the Committee.

New Business

Mark passes out copies of the Capital Improvement Plan form the FY09 Budget for the Committee to review at there leisure.

Chris asks Mark to explain.

Mark explains that the CIP starts with staff, goes to senior staff, then to the City Manager and finally to City Council.

Chip adds that he looks at the health of the particular funds to support Capital Projects when deciding on which to send to the manager and Council.

Chip suggests it might be helpful if the group looked back five years at the fund balance and the improvements made as well as looking ahead five years.

There is consensus that we should do a better job of publicizing what we do, the improvements made at the Golf Course.

Chris asks if there is a motion to adjourn.

Mark so Moves.

Matt Seconds,

Motion Carries. 11-0

Meeting is set for August 7, 2008

7:30 AM

Beaver Meadow Clubhouse

Agenda:

5 Minutes of Public Input

Approval of Minutes

Old Business

Meeting Adjourned.